



DEPARTMENT OF THE TREASURY
FINANCIAL CRIMES ENFORCEMENT NETWORK

VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENTNUMBER : FINCN/03-006KRH

OPENING DATE : 01/22/03

CLOSING DATE : 02/21/03

POSITION : Intelligence Research Specialist

SERIES AND GRADE : GS-132-14 (FPL GS-14)

NUMBER OF VACANCIES : One

SALARY RANGE : \$80,690.00 - \$104,900.00 per annum

ORGANIZATION : Department of the Treasury
Financial Crimes Enforcement Network (FinCEN)
Office of Strategic Analysis (OSA)

DUTY STATION : Vienna, Virginia

APPLICATIONS WILL BE ACCEPTED FROM : Present and former Federal employees with competitive status within the Washington DC commuting area.

SUMMARY OF DUTIES: This position is located in the Financial Crimes Enforcement Network (FinCEN), Office of Strategic Analysis, Non-Traditional Methodologies Section (NTMS). NTMS is responsible for analyzing BSA data and other information to identify mechanisms and systems used to move criminal proceeds and funds associated with terrorism outside of the regulated financial industry. The incumbent of this position serves as an expert research specialist concerning the detection and development of information on patterns, trends and new developments in financial criminal activity. The focus of analysis will include those new and emerging methods or mechanisms used to move criminal proceeds, such as the use of informal value transfer systems, alternate remittance systems, internet payment systems, among others. The incumbent will be responsible for providing forecasts of the level and types of activities that impact the law enforcement and regulatory communities.

The incumbent will use a wide variety of research sources as well as direct liaison to develop an intelligence base of information from which to draw inferences and summaries. That information base will be used to prepare reports, industry/technology vulnerability assessments, materials for publications, statistical summaries and other material concerning program operations. The incumbent will serve as a senior intelligence research specialist and be responsible for guiding and assisting other analysts by coordinating efforts and reviewing work products.

SUMMARY OF QUALIFICATION REQUIREMENTS: Applicants must have one year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

TIME-IN-GRADE REQUIREMENT: Applicants must have 52 weeks of Federal service equivalent to the next lower grade level. Applicants must meet time-in-grade and qualification requirements within 60 days from the closing date of this announcement.

APPLICANTS WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:

1. Ability to plan, coordinate, and review database searches to detect patterns, trends, and developments related to money laundering and other financial crimes and prepare strategic analyses that foresee and assess areas of vulnerability by industry, geographic area, categories of criminal activity, etc. (Applicants must address the nature of their role and experience in conducting these functions.)

2. Ability to train, guide, assist and review the work of other specialists in the conduct of research and analysis, including serving as a project leader and organizing and coordinating the work of the team members. (Applicants must address the nature of their experience in guiding and leading specialists in conducting research and analysis.)

3. Ability to develop written products concerning strategic analysis program activities, such as procedures, guidelines, reports and materials for publication. (Applicants must describe their role in developing these types of written products, the audiences to which the products will be shown, and the impact of the products – recommending actions, serving as reference or instructional materials)

4. Knowledge of the Bank Secrecy Act and related laws and regulations, the mission of FinCEN and relevant Federal agencies, and the interaction with state and local law enforcement to prevent and detect money laundering and other financial crimes. (Applicants must address the nature of their knowledge and experience and their role in interacting with other Federal, state and local agencies in these program areas.)

5. Ability to work effectively with senior officials of law enforcement or intelligence agencies to develop working agreements and strategies for effective coordination and interaction, represent the views and priorities of management at meetings and make presentations of program activities to external groups. (Applicants must address the nature of their representational experience and authority in interactions with officials of other organizations.)

Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

CONDITIONS OF EMPLOYMENT AND OTHER REQUIREMENTS OF THIS VACANCY:

Background Investigation: This position is a sensitive position and the tentative selectee must undergo and successfully complete a background investigation as a condition of placement/retention in the position.

Drug Screening: The position which may be filled under this announcement has been identified as a Testing Designated Position under the U.S. Customs Service, Drug-Free Workplace Program. Satisfactory completion of the drug test is a condition of placement and/or employment in the position and incumbents of this position are, thereafter, subject to Random Drug Screening.

Tax Record Check: Selectee is subject to the requirement of the U.S. Department of the Treasury to undergo a pre-appointment as well as annual income tax filing record check.

Other Information:

Eligible CTAP/ICTAP employees within the commuting area who submit documentary evidence of eligibility (RIF notice or certificate of expected separation or other agency certification) and are found well qualified will receive selection priority as provided by regulations. In order to be determined well qualified, candidates must receive an excellent or good score when rated against each primary criterion.

Eligible displaced employees of the former Panama Canal Zone who submit documentary evidence of eligibility (a RIF separation notice) and are found well qualified will receive special selection priority to positions throughout the continental United States.

Eligible displaced employees of the District of Columbia Department of Corrections who submit documentary evidence of eligibility (a RIF separation notice) and are found qualified will receive selection priority to positions throughout the continental United States.

All candidates **MUST** be a citizen of the United States and present proof of citizenship, if selected.

Male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System or are exempt from having to do so under Selective Service law, if selected.

All Financial Crimes Enforcement Network employees are required to participate in Direct Deposit/Electronic Funds Transfer for salary payments.

No Relocation Expenses will be paid.

Financial Crimes Enforcement Network (FinCEN) employees MUST include the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and submit a copy of their current performance appraisal.

All other applicants MUST submit a copy of their most recent performance appraisal, the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and provide a copy of their most recent SF-50, Notification of Personnel Action.

To obtain a copy of the OF 612 "Optional Application for Federal Employment", log on www.usajobs.opm.gov/OF612.htm.

SUBMIT APPLICATION MATERIALS TO:

Application materials **MUST** be mailed to:

**Financial Crimes Enforcement Network
Human Resources
Vacancy Announcement: FINCN/03- 006KRH
P.O. Box 39
Vienna, VA 22183-0039**

For additional copies of this Vacancy Announcement, please call: 1-800-944-7725.

For additional information, please call Penny Jackson: (703) 905-3540. TDD (703) 905-3839.

NOTES: All application materials **MUST** be sent to the mailing address shown. All materials and the envelope **MUST** include the vacancy announcement number. There may be delays in the receipt and processing of improperly addressed correspondence. FAX documents will not be accepted. Applications are not to be mailed in U.S. Government "For Official Use Only" postage and fees paid envelopes. Individuals submitting applications material using U.S. Government, "Official Use Only" postage and fees paid envelopes will not receive consideration under the vacancy announcement. Applications will become part of the vacancy announcement case file and will not be returned to the applicant. Acknowledgment of receipt will be sent to all applicants.

The Financial Crimes Enforcement Network (FinCEN) provides reasonable accommodations to applicants with disabilities on a case-by-case basis. Applicants should notify the point of contact on this vacancy announcement if a reasonable accommodation is needed for any part of the application and hiring process.

The Financial Crimes Enforcement Network (FinCEN) is an Equal Opportunity Employer. All candidates will be considered regardless of their race, color, religion, sex, national origin, age, sexual orientation, protected genetic information, status as a parent, lawful political affiliation, marital status, physical/mental disability (if not a job factor), membership or non-membership in an employee organization, or any other non-merit factor.